



UNITED STATES COURT OF APPEALS ELEVENTH CIRCUIT STAFF ATTORNEY'S OFFICE

POSITION: FEDERAL JUDICIAL STAFF ATTORNEY(S)	TERM: TWO-YEAR APPOINTMENT(S)
STARTING SALARY: \$68,112 (CL 27/25)	LOCATION: Atlanta, Georgia
OPENING AND CLOSING DATES: The Staff Attorney's Office is accepting applications for staff attorney positions that, subject to the availability of funds, will start throughout 2021 and 2022.	AREA OF CONSIDERATION: Nationwide

POSITION OVERVIEW: The Staff Attorney's Office is a central legal staff, serving the court at large rather than individual judges. The office has approximately sixty to seventy attorneys, including career supervisory staff attorneys and staff attorneys who serve staggered two-year terms. The principal task of the office is to assist in the disposition of appeals through the preparation of legal memoranda. The types of cases the office presently handles include (1) direct criminal appeals, including appeals involving sentencing issues, (2) collateral attacks on criminal convictions by state and federal prisoners, (3) all *pro se* appeals, including civil rights suits under 42 U.S.C. § 1983, (4) employment discrimination appeals, (5) immigration appeals, and (6) social security appeals. There are also three specialized teams within the office. The Jurisdiction Team assists the court in the initial review of all appeals for the purpose of determining appellate jurisdiction. The Issue Tracking Team serves to track and catalog relevant legal issues. The Motions Team processes certain substantive motions, including those for *in forma pauperis* status, certificates of appealability, transcripts at government expense, and appointment, withdrawal, and/or substitution of counsel.

Staff attorneys work in a highly collegial environment with other recent law school graduates and lawyers coming from judicial clerkships or private practice, as well as with more experienced supervisory staff attorneys and senior management. Employment with the office offers a generous benefits package, civil and criminal law experience at the federal court level, and an environment providing significant responsibility and challenge.

Third-year law students, recent graduates, and attorneys with post JD experience are encouraged to apply. Federal court experience and/or expertise in federal appellate, civil, and criminal law are not requirements, nor are ties to the southeast. Staff attorney positions are for two-year terms.

REQUIRED QUALIFICATIONS: Applicants must possess a Juris Doctor from a law school of recognized standing at the time of appointment and have excellent academic credentials. They also must have superior analytical, research, and writing skills and be proficient in computer-assisted research, Windows, and Word. Good communication and interpersonal skills are essential.

HOW TO APPLY: Mail a resume (that must include applicant's most recent law school class rank and/or percentile available), cover letter, law school transcript, self-edited writing sample, and a list of at least three professional references to Sara Gilibert, Manager for Recruiting, Training, and Professional Development, Eleventh Circuit Court of Appeals, Staff Attorney's Office, 56 Forsyth Street, N.W., Atlanta, Georgia 30303-2289.

Applicants must be U.S. citizens or must be eligible to work for the federal government.

Selected candidates will be subject to a background check as a condition of employment.

Employees are required to use the Electronic Fund Transfer (EFT) for payroll deposit.

THE UNITED STATES COURTS ARE EQUAL OPPORTUNITY EMPLOYERS.